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STANDING ORDERS
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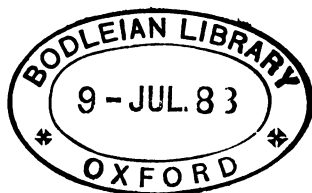
STANDING ORDERS
FOR THE
1ST EAST YORK
RIFLE VOLUNTEER CORPS.



LONDON:
W. MITCHELL & CO.,
39, CHARING CROSS.

MDCCCLXXIX.

22/87 £ 10



THE following Standing Orders are published for the information and guidance of all ranks. Every Officer and Non-Commissioned Officer is required to have a copy in his possession, and, as ignorance will never be admitted as an excuse, careful study of them and implicit obedience to the spirit as well as the letter of their precepts is enjoined.

It is taken for granted that Officers are thoroughly acquainted with the Rules of the Corps, the Volunteer Regulations, and such portions of the Queen's Regulations as are applicable to the Volunteer Service.

LL. W. LONGSTAFF,
Lt.-Colonel Commanding.
Londesborough Barracks,
Hull, 1st May, 1879.

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STANDING ORDERS.

SECTION I.

DISCIPLINE.

Whether Officers and Volunteers shall emulate the discipline of the Regular Army, is not a matter in which they have a right to exercise any choice. Without discipline their service is useless ; they have pledged themselves to protect their country in the hour of need, and to become efficient for that purpose, by the act of their enrolment. What was optional is now their duty—to themselves, their country, and their Sovereign.

SECTION II.

TEMPORARY COMMANDING OFFICER.

In the absence of the Lieutenant-Colonel, the Major or Officer next in rank will be required to assume command.

An Officer in temporary command of the Corps will issue such orders as may from time to time be necessary, but they must never be in oppo-

sition to Standing Orders, from which he is not to deviate. He is not to appoint, promote or reduce Non-Commissioned Officers without the authority of the Lieutenant Colonel.

SECTION III.

THE MAJOR.

It is the duty of the Major to aid the Commanding Officer in the most zealous and energetic manner, in maintaining discipline and enforcing orders. He should occasionally attend Recruit, Squad, Musketry, and Company Drill, and see that they are regularly conducted, and that the established system is strictly adhered to. He is responsible for the dress of the Officers.

SECTION IV.

OFFICERS IN GENERAL.

Officers should adopt a system of command and treatment towards the Volunteers under their command free from irritating language. If reproof be necessary, it is to be conveyed in

such a manner as will make an impression without hurting the feelings of the individual. Should they have occasion to reprimand a subordinate, they must, under no circumstances, allow him to reply.

They are to make themselves thoroughly acquainted with the Regulations of the Service and all Regimental Orders. Ignorance of them cannot be admitted as an excuse.

They are to consider exactness of time at all Parades and posts of assembly as one of the first principles of military duty, and are earnestly enjoined by strict adherence to all orders to set an example of good order and discipline to everyone under their command.

They are desired to pay particular attention to their own smartness and conduct, and they will always salute a senior Officer, and apply to him the title of "Sir," on Parade or duty, even if of like rank. They will always return a salute, except when their swords are drawn. A salute made to two or more Officers should only be returned by the senior. Officers should never allow a Volunteer in uniform to pass them improperly dressed or without saluting.

Officers cannot have too much zeal in the execution of their duties, or too much anxiety for the efficiency and appearance of their Corps ; they are enjoined to be very attentive to the dress and conduct of the Volunteers, especially those of their own companies. No misconduct should be overlooked.

They are invariably to wear uniform when on duty ; they will never appear in plain clothes and uniform mixed. Pantaloon, high boots, and sabretaches should be worn on mounted duties. When dismounted, Wellington boots or imitation Wellingtons ("parade boots") must invariably be worn, except in marching order or in wet weather, when lace-up ankle boots are allowed. The Officer commanding a Parade is not to allow an Officer to fall in improperly dressed. Whenever spurs are worn with trousers, straps are to be worn also. Trinkets are not to be worn outside the uniform. A piece of black crape round the left arm above the elbow is the only sign of mourning to be worn, unless otherwise specially ordered.

Officers are not to exchange duties unless with the sanction of the Commanding Officer obtained through the Adjutant. All applications for leave

[*Appendix A*] must be made in writing ; any change of address must be notified to Head Quarters ; applications for sick leave should be accompanied by a medical certificate. On returning from leave, Officers will inform the Adjutant, and at once make themselves acquainted with all orders issued during their absence.

An Officer who may consider himself improperly placed on duty, must first perform the duty, and then submit his objection to the Commanding Officer.

Every Officer should be in possession of the latest editions of the following books :—

The Rules and the Standing Orders of the Corps.

The Regulations for the Volunteer Service.

The Field and Rifle Exercises.

The Queen's Regulations and Orders for the Army.

Officers are recommended to provide themselves with, and study, the Official Manual of Elementary Field Engineering and Major Shaw's Elements of Modern Tactics.

During the Drill season an orderly Officer will be detailed weekly for duty when necessary. He will attend such Parades as he may be directed

to, or arrange for another Officer to do so ; in this instance, the exchange need not previously have the sanction of the Commanding Officer. During his tour he will be responsible that the Drills are properly conducted, and for the regularity of the Barracks. He will send in his report to the Adjutant before noon on the Monday of the week following. [*Appendix B.*] Anything of importance he will report in writing as soon as practicable after its occurrence.

All Officers signing documents are to put their rank and Corps immediately after or under their names, and must ever bear in mind that the signing of reports and returns is not a mere formality, but that they thereby vouch for their accuracy.

If practicable, there should always be two mounted Officers on Battalion Parades, in addition to the Commanding Officer and Adjutant, to act as Majors.

Officers commanding Companies are to see that their Subalterns, Non-Commissioned Officers and men are on Parade ready to fall in the moment the bugle sounds. They are, after telling off guides and markers, to see that the Orderly Serjeant immediately *counts* the number

of files, etc., makes out and signs the State, and after they themselves have also signed it, sends the left Marker with it to the Serjeant-Major when called for. The senior Subaltern, or in the absence of a Subaltern the senior Serjeant, will then size the Company, fix bayonets, open the ranks, and hand it over (saluting and reporting) to the Captain for inspection.

When not on permanent duty, Officers Commanding Companies will, on the conclusion of the Parade, unless otherwise ordered, see the same Non-Commissioned Officer who made out the State call and initial the roll, and then append their own initials. They are to report any dirty or faulty rifles to the Adjutant on the conclusion of a Parade. Helmets are to be worn even on the head, well down on the forehead; the chain is to be down, unless specially ordered otherwise. The hair is to be short, and no shirt collars or trinkets visible. The Haversack is to be slung across the right shoulder; when empty, it is to be neatly rolled up, hanging over the bayonet, and resting on the left hip; the front strap is to be underneath, the rear strap outside the waist belt. The bayonet is to hang on the left hip, not too far to the front. Leggings, when worn, are to be short, and of

black leather. Before blank ammunition is served out, Officers commanding Companies must ascertain that the pouches are empty. To save time, the front and rear rank should be simultaneously inspected, and the arms examined from both flanks. When blank is issued, it is not to be untied until orders to that effect are given.

After inspection (and the issue of blank when it has been ordered) Companies will be told off, and, if time permits, proved, unless they have been specially ordered to wait for equalisation. After firing blank, the rifles and pouches must be again inspected, and any unused ammunition collected. All men attached to a Company, even though belonging to another Corps, are to be considered and treated in all respects in the same manner as if they permanently belonged to it.

Officers commanding Companies should know thoroughly the characters of their men, so as to be able to recommend those suitable for promotion; they must exercise the greatest care in making selections for this purpose, disregarding seniority, unless accompanied by merit. They must only recommend those who can write flu-

ently from dictation, and, if in all other respects fit, give a preference to those who may have obtained provisional certificates of proficiency. Captains are responsible for the discipline, efficiency, and strength of their Companies. They are to state their recommendation or otherwise on the written notices of resignations of members, with any remarks as to subscriptions, entrance fees, clothing, appointments, or other matters they may think necessary, and sign and return them forthwith to the Adjutant, in order that they may be acted upon within the legal period. They are to divide their Companies into two half-companies, with a subaltern Officer in charge of each, and into four or more squads with a proportion of Non-Commissioned Officers to each, and ascertain from time to time that they are in possession of Squad Rolls. They must see that the members attend Parades in the dress ordered, and that there is no deviation from the authorised pattern of uniform. They must report those members of their Companies who are about to leave the neighbourhood. Whenever it comes to the knowledge of an Officer commanding a Company that a Volunteer belonging to it is dead, or has enlisted into the Regular Army or Militia, he will at once report it in

writing. In like manner, if such facts come to the knowledge of the Adjutant, he will notify the same to the Officer Commanding the Company. In cases of death, the Adjutant will at once caase the name to be struck out of the Muster Roll, without any reference to the Commanding Officer. When reporting deaths, it should be stated whether the Volunteer in question died from any infectious disease.

When Officers commanding Companies attend Orderly Room, they will bring their Defaulters' Books with them if there is a prisoner belonging to their Company.

It is the duty of Subaltern Officers zealously to aid the Captains in maintaining the discipline and efficiency of their Companies. In the absence of a Captain, the whole of his duties devolve on the Subaltern in charge.

All combatant Officers (except the Senior in command of the Parade), will draw their swords when the "March up" sounds, or on the words "March on your markers." On the conclusion of a Parade, the Officer commanding will give the order to "Stand at ease," and the Officers to fall out; he will then direct the Adjutant, Orderly Officer, or Serjeant-Major, to dismiss it.

Officers, *at all times*, when ordered to fall out, will move direct towards the Commanding Officer. They will salute with their swords as they approach him, and then return them; this done, they will stand at attention in front of him; when he dismisses them, they will salute and disperse. If the Officers are called to the front to receive instructions, they will proceed as above, except that swords will not be returned.

When the men parade without arms, or with side arms only, no Officer will draw his sword. Officers in falling out, when the sword is not drawn, will salute with the hand.

Officers attending reviews in uniform as spectators, are to place themselves in rear of the saluting point.

Officers in command of Guards at all times draw their swords.

Whilst the Parade is being formed and the Companies inspected, none but Mounted Officers are to remain on the pivot flank. No conversation, except on matters of duty, is to take place on Parade, where the strictest decorum is to be observed; if a Subaltern has any communications to make to his Captain, such as bringing to his notice any individual, he is to do so on the reverse flank.

MESS.

Although officers meet at mess on a footing of social equality, it nevertheless ought to be distinctly understood that mess is a parade, and that officers attending thereat are under the same military discipline, and as much under the orders of their senior officers, as though they were on a parade under arms,

The senior COMBATANT officer PRESENT is always the officer in charge; he is responsible for all that takes place at table, and in the ante-room, both before and after mess.

The president is responsible for the correct carrying out of every detail connected with service of the table; and has power to order any officer irrespective of rank to desist from doing anything contrary to rule. He will, if necessary, report on the ensuing day any officer violating rules.

The vice-president will, in every way, assist the president in the execution of his duty.

No officer, except the president or vice-president, shall give any orders to servants, or otherwise interfere with the discipline of the table. This, of course, does not apply to the senior officer present, who is in charge of the parade.

All servants attending mess are under the immediate orders of the president and vice-president.

The vice-president will sit at the end of the table

which is nearest the point of entrance for servants, etc.

Should any improper occurrence take place at the table, unobserved by the senior officer, the president, or vice-president through the president, will at once bring it to that officer's notice.

The authority of the senior officer present is, as aforesaid, paramount at mess, as at any other parade; should any individual persist in disobeying orders, he will at once order the person so offending into arrest.

No letter can be opened at table, without the leave of the president, or the vice-president.

The senior officer present may, after dinner, permit smoking at table.

No officer (unless on the mess-committee) is on any account to enter the mess-room before dinner is announced.

After the sounding of the first bugle, or after dinner, no officer incorrectly dressed will on any pretext whatever enter the ante-room without special leave from the senior officer present, *who is correctly dressed.*

Both on entering and on leaving the ante-room for the night all officers will bow to the senior officer.

On dinner being announced, the officers enter the mess-room without regard to precedence, except that the senior combatant officer enters first.

Except as below specified, no places are reserved for any officer at the table, neither do they sit according to rank.

The senior officer present will sit in the centre of the table, right-hand side, the second senior officer generally sitting opposite to him. On a guest night the senior guest usually sits at the right hand of the senior officer, this place being considered the seat of honour.

No officer is at liberty to leave the table before the wine has been once round, without asking leave from the president. The vice-president will not leave (without permission) until the president does. No officer should change or quit his place during dinner without leave.

SECTION V.

STAFF OFFICERS.

The ADJUTANT is at all times subject to the Mutiny Act and Articles of War, and is under the orders of the Commanding Officer for the time being, whom he is to assist in carrying

the military duties, and see that they are properly performed, but he is not to take part in the non-military affairs. He is to be considered as the voice of the Commanding Officer ; all orders therefore coming through him, whether verbal or in writing, are to be as implicitly obeyed by all ranks as if given by the Commanding Officer in person. He is to instruct the Corps, to carry out the Government requirements, as regards the conditions of efficiency, and to select annually such Volunteers as, in his opinion, are qualified to receive certificates, and submit their names for the Commanding Officer's approval ; to keep the Muster Roll, and see that the Establishment is kept within the proper limits in all ranks ; to conduct the Musketry Instruction, and the drill and instruction of young Officers and Recruits ; to bring to notice any breach of the Regulations for the Volunteer Force ; to see that the system of management and discipline directed in these and all other regimental orders are carried out, and that the usage of the Regular Army is adhered to as far as is consistent with the duties of Volunteers ; to hold a general supervision over the Non-Commissioned Officers, and take care that the Serjeant Instructors appointed by the Government do their duty efficiently, and in a

quiet and orderly manner, are steady and respectful in their general demeanour and conduct, and pay the proper compliments to the Officers of the Regiment. The Regimental Military Books are in charge of the Adjutant, and he will not allow any individual to examine or take extracts from them without the Commanding Officer's leave. The correspondence of the Corps will only be shown to the Officer commanding the sub-district or Inspecting Officer, and the Officer in command of the Corps. Any Officer having a complaint against the Adjutant, must make it in writing, direct to the Officer commanding. In the absence of the Adjutant on leave, another Officer will be detailed to do his duty. In case of any temporary brief absence, his duties will, in case of need, be performed by the Orderly Officer, or, if in camp, by the Captain of the Day.

The duties of the Adjutant are so various and complicated, that it is impossible to detail the whole of them. On the constant attention he bestows on every individual in the Regiment will depend, in very great measure, its soldierlike character.

He will submit the State of the Regiment to the Commanding Officer on the first of every

month. On Battalion Parades he will report the number present to the Officer commanding.

A MEDICAL OFFICER is to attend all Parades on which blank ammunition is ordered to be issued. The Senior Medical Officer is occasionally to inspect the Barracks, and to see that they are in a proper sanitary condition; he will at once report anything he may observe detrimental to health. The Junior Medical Officer will take his instructions from the Senior, and in the absence of the latter take sole medical charge.

When the Regiment is encamped, both Medical Officers are, if possible, to be present with it. They will arrange, as may be mutually convenient, that one is always on duty, reporting to the Adjutant from time to time who is on duty. The Medical Officer on duty is to see the sick at 6 a.m.; to send in his Sick Report before office hour; to attend at the Orderly Tent personally at the hour named in orders for office; to visit the hospital (if occupied) accompanied by the Regimental Orderly Corporal at or before retreat, and discharge any sick that he may consider fit. He is not to quit the camp except between luncheon and dinner, when he is to leave word at the Orderly Tent where he may be found.

The QUARTER-MASTER is responsible to the Commanding Officer for the receipt and disbursement of all monies belonging, and paid, to the Corps (except the pay of the Permanent Staff and public monies, for which the Adjutant is held responsible). He is to see that the subscriptions due under the Rules are collected, and that in default legal proceedings are promptly taken for their recovery, and annually produce a Balance-Sheet vouched and audited for the past year. The Barracks and Parade Ground are under his charge, and he is occasionally to inspect them, and see that they are kept in good order, and that necessary repairs are executed. He is to arrange for the conveyance of the Regiment when proceeding by railway, also for the ammunition which is to be taken in bulk under charge of the Quarter-Master Serjeant and his Assistants, and issued to the Regiment on arrival as may be directed, the surplus to be collected after Parade, and brought back to Head-Quarters in a similar manner. He is also to have charge of all clothing, appointments, and other articles received for the equipment of the Regiment, and keep an account of the Receipts and Issues of the same. The ammunition is under the supervision of the Quarter-Master; he must therefore

make such arrangements as will ensure on its arrival its being placed in the Magazines with the least possible delay. The Pioneers are under his orders.

SECTION VI.

STAFF SERJEANTS.

The SERJEANT INSTRUCTORS are under the supervision of the Adjutant, who is required to report any irregularity of conduct, incompetence, or want of attention, which he may observe on their part. They are at all times subject to the Mutiny Act and Articles of War. They are not to divulge any Regimental information which may come to their knowledge. The Senior Serjeant occupying quarters at the Barracks, is to take charge of the Arms and Magazine, and see that the Armourers do their duty; he is also to attend to the cleanliness of the building and parade ground, and carry out such instructions as he may receive from the Quarter-Master or other Staff Officer. The Serjeant Instructors are not to take part in the conduct of the Non-Military affairs of the Regiment, or take charge

of any portion of the private funds. One of them will be appointed Serjeant-Major, the other Serjeant Instructor of Musketry and Assistant Serjeant-Major. It is impossible to detail the whole of their duties.

The SERJEANT-MAJOR is the assistant of the Adjutant, and on him in a great measure depends the smartness of the Corps. He must immediately report to the Adjutant when its discipline or good order is at all affected, or likely to be so, by any individual, and never permit the existence of any improper familiarity towards himself on the part of his subordinates in rank. He must be perfectly acquainted with the Standing Orders of the Corps, and see that they are strictly adhered to. Being by virtue of his rank at the head of the Non-Commissioned Officers, he must be to them an example of activity and soldier like conduct, and must instantly correct any irregularity he may observe in them. His general duties are—to attend at the Orderly Room daily—to see that the orders on the subject of enrolments are duly observed, reporting any deviation from them—to record the attendances at Drill, and the names of newly enrolled members in the Muster Roll, with all necessary particulars—to send the notices of resignation

for the recommendation or otherwise of Officers in command of Companies, and strike the names of members resigning off the Muster Roll on the expiration of the legal notice, provided the conditions of the Act of Parliament, and all Regimental Regulations on the subject have been complied with, reporting every instance of default in this respect—to prepare the Company Drill Attendance Rolls, and check the Parade States after each Parade, with the numbers marked as present—to assist in the preparation of all Returns and Documents—to superintend and assist in the drill of Recruits, and report them when fit for the Inspection of the Adjutant, and also assist in carrying out the system of Squad and Musketry Instruction of the Regiment.

The Serjeant-Major is to give a Copy of these Standing Orders to every Officer and Non-Commissioned Officer on appointment.

THE SERJEANT INSTRUCTOR OF MUSKETRY is responsible, under the direction of the Adjutant, for the conduct of the annual course of Instruction in Musketry and Target Practice. He is to carry out, correctly and carefully, the system of drill ordered; to keep the Drill and Target

Practice Returns of Companies ; to be present at the Blank Firing and Preliminary Practice of Recruits ; also at all Class Firing, and keep, or superintend the keeping of, the Registers. The Drill and Practice is to be in accordance with that ordered in the Musketry Regulations, and the system therein contained must be as far as possible complied with. He is also to assist at all arrangements for Regimental Prize Competitions ; to take charge of the Range ; and he is held responsible that the Butts and Markers' Mantelets are in a safe and proper condition ; that the Targets, Flags, Discs, and all other Corps' property are taken proper care of and repaired or replaced when necessary ; and that the Regulations for the Ranges are enforced. When not employed at Musketry, he is to assist at the other Drills and Orderly Room duties as may be directed. As Assistant Serjeant-Major he has the same authority and duties as the Serjeant-Major when the latter is not present.

The **QUARTER-MASTER SERJEANT** assists the Quarter-Master in all his duties.

The **ARMOURER SERJEANT** receives his orders through the Adjutant.

The BUGLE-MAJOR is responsible for the discipline of the musicians, and is to carry out and enforce all orders and regulations concerning them. He is to form up and inspect them most carefully on all Parades, calling the attention of the Adjutant to any irregularities, and see the Roll called at all Parades and practices; to superintend their instruction, and instruct the Buglers in the Calls; to bring to the notice of the Adjutant any Musician who may in any way neglect his duty. He is responsible for all property issued to the Musicians. He must see that notices of resignation are sent to the Adjutant, after stating on them whether there is any objection to their being accepted, and seeing that all clothing, appointments and instruments have been returned.

The PIONEER SERJEANT has charge of the Pioneers, and receives his orders from the Quarter-Master. He is carefully to inspect the Pioneers previous to Parade.

The ORDERLY ROOM CLERK is immediately under the orders of the Adjutant, and the situation he holds is one of great responsibility. The greatest secrecy must be observed by him, not only with regard to official books and docu-

ments, but with regard to everything which takes place in the Orderly Room. He is held responsible that no book or document is taken out of the Office without the permission of the Adjutant. In addition to his other duties he is to post the Regimental Orders on the several Order Boards, and take copies to the various newspaper offices in time for publication. He is to attend on the Commanding Officer for orders when required. When not employed in Orderly Room duties, he will be required to assist on Parade as Drill Instructor, or as may be directed.

SECTION VII.

VOLUNTEERS IN GENERAL.

All ranks are expected to make themselves acquainted with the Rules and Corps Orders, any ignorance of them cannot be accepted as an excuse. It is the duty of all ranks to be on parade properly armed and accoutred *before* the "Fall in" sounds. Those not then present cannot be allowed to "Fall in" afterwards, as so doing would delay and inconvenience the whole parade.

Volunteers of all ranks, when in uniform, must not neglect to salute Officers of the Royal Navy, Regular or Auxiliary Services. The omission to do this apparently simple act of courtesy betokens a complete misunderstanding as to the relative positions of those who command, and those who, by enrolling themselves, have undertaken to obey. Too much stress cannot be laid on this matter. A Volunteer, if standing still when an Officer passes him, will turn towards him, come to attention, and salute, when the Officer is four paces from him. When a Volunteer addresses an Officer, he will salute, and halt two paces from him. When a Private, accompanied by a Non-Commissioned Officer, comes up to an Officer to speak to him on or after Parade, the Non-Commissioned Officer will halt him by word of command. When walking, Volunteers will salute an Officer as they pass him. When a Volunteer in uniform appears before an Officer in a room, he is to salute without removing his cap, unless summoned to attend under a report for misconduct, in which case he will appear without his cap, and consequently will not salute. A Volunteer without his cap, or who is carrying anything which prevents him saluting properly, will, if standing still, come to

attention as the Officer passes ; if walking, he will turn his head slightly towards the Officer in passing. When individual Volunteers meet troops on the march, they are to salute the Commanding Officer and the colours. Non-Commissioned Officers in command of parties are to pay the proper compliments when passing Officers in uniform. Volunteers with rifles must never salute by raising the hand, but in the manner laid down in the Rifle Exercises. When an Officer comes into a room, the first that sees him is instantly to call out "Attention," when all Volunteers present will stand to Attention whilst he remains present.

Volunteers in uniform, or otherwise dressed as ordered for Parade at the place of assembly, are required to "Fall in."

The excellence of a Corps depending in a very great measure on its Non-commissioned Officers, they must ever bear in mind that they fill honourable positions, which entail serious responsibilities, and that attention to their duties, energy, zeal, and smartness can alone entitle them to recommendation for promotion ; seniority can only be considered when accompanied by merit.

They should use their authority with discretion, but must insist on strict and prompt compliance with their orders ; they must never suffer a reply when on duty, nor must they allow a subordinate to cavil at any order given him ; recollecting that example is better than precept, they should never, unless asked a question, reply when spoken to on parade or other duty by an Officer. The first duty of all Volunteers is to yield a prompt and implicit obedience to orders, hesitation is tantamount to disobedience.

Non-Commissioned Officers should be perfectly acquainted with all drills and exercises, and must exact silence, smartness, and precision in all movements, giving their words of command in a decided and distinct voice. Promptitude in giving orders, and alacrity in obeying them, are essential. They should consider exactness of time at all posts of assembly, as one of the most important principles of military duty.

The Colour-Serjeant is at the head of the Non-Commissioned Officers of his Company, and he should immediately report to the Officer commanding it when its discipline or good order is at all affected, or likely to be so by any individual. Every Serjeant, assisted by a Corporal, has

charge of a squad, any irregularity connected with which he should at once report to the Colour Serjeant. Every Non-Commissioned Officer should have in his possession copies of the latest editions of the Field and Rifle Exercises.

The first principle to be instilled into every Recruit, is zeal and love for the service, and an anxious endeavour to support the character and credit of the First East York ; with these sentiments, he will be led to an honourable and punctual discharge of all his duties. All earnest Volunteers will, for their own credit, be obedient to their Officers, attentive to the care of their arms and accoutrements, as well as exact in the performance of their duties, and always neatly and regimentally dressed ; by these means they will show to their Officers that they feel an interest in the Corps.

The Rank and File must be perfectly silent on parade, and unless asked a question by a Superior never answer when spoken to.

When Privates are on duty alone, the Senior, unless another has been deputed, is responsible for the conduct of the others. Volunteers are to notify any change in their addresses to the Ser-

jeant of their Squad, and also to one of the permanent Staff-Serjeants.

Uniform and accoutrements are only to be worn for military purposes. Smoking in the streets, when in uniform, is most unsoldierlike conduct.

No meetings are to be held in the Corps, except those called together by, or under the authority of the Commanding Officer, and Volunteers in uniform are not to attend political meetings or demonstrations. Nor may any memorials or requisitions be made or letters published, without the previous consent of the Commanding Officer.

If a Volunteer considers he has cause for complaint, he must make it to the Officer commanding his Company, and when in uniform, or on or after parade, or in camp, should be accompanied by a Non-Commissioned Officer. No Volunteer may complain for another, and not more than two should make a complaint at the same time. If, on investigation, in the presence of all concerned, the Officer cannot dispose of it, and the case is a proper one, he will lay it before the Commanding Officer. When a Volunteer desires to appear, or is summoned before the Command-

ing Officer, he should be accompanied by the Officer commanding his Company.

Whenever a Volunteer finds that he cannot do that properly which he has undertaken, it becomes his duty to himself, his comrades, and his officers, to resign. A Volunteer wishing to quit the Corps must give the Commanding Officer fourteen days' notice in writing of his intention, deliver up in good order all public or Corps' property issued to him, and pay all money due by him under the Rules of the Corps. Notices of resignation are to be sent in writing to the Adjutant [*Appendix D*], who will forward them without delay to the Officer commanding the Company to which the Volunteer belongs, who will, provided there are no objections, write the word "recommended" across them, or state the objections, with his signature below, and return them to the Adjutant forthwith. On expiration of the legal period of notice, provided the conditions of the Volunteer Act have been complied with, his name will be struck off the Muster Roll. Notices reflecting on the Officers or management of the Regiment will not be accepted, and render Volunteers sending them liable to the consequences of a breach of discipline. No Volunteer ceases to belong to the

Corps until all these conditions have been complied with. A Volunteer, whose Notice to quit the Corps is not sent in Fourteen Days before the last day of December in each year, is liable for his subscriptions for the ensuing year.

SECTION VIII.

THE MUSIC.

Musicians are to be drilled and effective for service as Volunteers when required. Only qualified Buglers will be made Corporals or Lance-Corporals.

On Battalion Parades an Orderly Bugler must be present at the hour named in Orders.

Detailed regulations for the Music are published from time to time as necessary.

The Musicians are never to play in public as a Band without the consent of the Officer commanding obtained through the Adjutant, under whose immediate superintendence they are, and to whom they must apply for indulgences through the Bugle Major.

SECTION IX.

GUARDS.

The duties of Guards are clearly laid down in the “Queen’s Regulations and Orders for the Army.”

Sentries walking on their posts must do so in a brisk and soldierlike manner ; they must on no account quit their post or arms, lounge, or converse with anyone ; when it is necessary to give an answer to any person, it should be concisely but civilly given. Sentries must remember that their duties are amongst the most honourable that a soldier is called upon to perform, and that every support will be given to them in the execution of their orders ; they must therefore do their duty firmly and impartially, and having made themselves thoroughly acquainted with their orders, execute them without hesitation. A Volunteer’s trustiness may generally be judged by his conduct as a sentinel. No sentry is ever to suffer himself to be relieved except in the presence of a Non-Commissioned Officer.

SECTION X.

INSTRUCTION PARADES.

The time that Volunteers can devote to drill being very limited, it is far better that they should acquire proficiency in essentials, than a smattering of everything. Officers commanding Drill Parades will therefore carry out the following instructions, bearing in mind that a few movements accurately and smartly taught, even at the cost of frequent repetition, are more instructive than many hurriedly performed.

RECRUIT OR SQUAD DRILL.—Particular attention is to be paid to the position of the Soldier, Turnings, Saluting (with and without the Rifle), Dressing, Wheeling, Formation of Fours, Inspection of and Piling Arms, Extending and Reinforcing.

The Extension Motions, Balance Step, Slow March, and Bayonet Exercise, will not be taught.

When parading for Squad Drill the men are to "Fall in" by Companies, according to the order in which they stand in Battalion, the Recruits "Falling in" in rear. The Staff-Serjeants will then take the names of those present, the senior,

those of the Right Half Battalion, and the junior, those of the Left. The Serjeant-Major, after preparing and submitting the Parade State for signature to the Officer in command, who will enter in his own handwriting on the back of the State the names of the Drill-Serjeants present, will then form the Squads for drill, and hand them over to the several Drill-Serjeants. On the conclusion of the parade the Squads are to be marched into Column, and dismissed as directed.

Recruits on joining are to attend Recruit drill until passed by the Adjutant as fit to join their Companies.

COMPANY PARADES.—The Senior Officer present will sign the state and take the command, except when otherwise ordered from Head Quarters, but such Officer is not to counteract any special orders which may be given, as to the drill to be carried out.

When drilling in the hall, movements should, as a rule, be done from the halt. The greatest attention is to be paid to the instruction of the the Guides and Markers, and accurate and rapid dressing. There is not room for manœuvring “on the move,” without constantly stepping

short, marking time, or turning about, the effect being to confuse the men, and induce constraint in marching. The various modes of firing, etc., and such movements as can be performed well in a confined place, should be taught, as when drilling in the open, nearly the whole of the time should be devoted to attack drill.

BATTALION DRILL. — Companies will not be equalised unless specially ordered by the Officer commanding the Parade. When there are not sufficient Subalterns and Serjeants present with a Company, Guides or Markers will be furnished by taking Corporals, or, if necessary, steady privates from the ranks of that Company. In extended order, it is desirable that the bugle should only be used occasionally for the purposes of drill; it is generally forbidden at Brigade and Divisional Field-Days, and in War its use frequently leads to misunderstandings and mistakes.

No Volunteer is to be allowed to fire blank ammunition on Parade, until he has performed a course of preliminary Musketry Drill.

When Companies are required to be broken up for the purposes of equalisation, those weakest on Parade will be selected; the Officers of those

Companies will await the directions of the Officer commanding.

MUSKETRY INSTRUCTION. — The Musketry Instruction is to be carried out by the Serjeant-Instructor of Musketry, under the superintendence of the Adjutant, as far as possible in accordance with the Musketry Regulations.

Volunteers are to perform the scale of preliminary drill required of them, and be reported fit to do so by the Serjeant-Instructor of Musketry, before proceeding to Target Practice.

Marksmen's Badges must be at once removed from the clothing of Marksmen who fail during any annual course to establish their right to retain them.

Marksmen and First-class shots are excused preliminary drill ; Second-class shots must perform three position drills before commencing target practice ; Third-class shots, Non-efficients, and Recruits must perform six position drills, and aim at 100, 200, 300, 400, 500, and 600 yards. Recruits will also be instructed in the theoretical principles of Musketry, the mode of *cleaning arms*, and blank-firing. Each position

drill must be of not less than half-an-hour's duration, and not more than two may be performed on the same day, one in the morning and the other in the evening.

The REGULAR DRILL SEASON will commence in January, and terminate on the first Monday in August. All, except Proficients, will have to perform at least two Squad Drills, the second before the Adjutant, by whom they must be passed before they can count any other drill, ordered after the commencement of the drill season, towards individual efficiency, commence musketry drill, or practice or compete for prizes. These drills are to be carried out by the Permanent Staff, and the bayonet and belt must be worn; at Company drill, the forage cap also; and at Battalion drill, uniform.

At ordinary evening drill Parades, the Armoury will be closed at 7.40 p.m., when the bugle will sound or the order be given to "Fall in." A warning bugle, when practicable, will sound at 7.30, and another at 7.35; the Markers' Call at 7.45; and the "March up" as soon as the Markers are placed. It is the duty of all ranks to be on Parade, properly armed and accoutred *before* the "Fall in" sounds. Those

not then present cannot be allowed to "Fall in" afterwards, as thereby the whole Parade would be delayed and inconvenienced. Punctuality is an essential military quality. As a rule, ordinary evening Drill Parades will be dismissed about Nine o'clock.

SECTION XI.

MISCELLANEOUS.

To be returned as an efficient, a Volunteer must belong to no other military or naval force or corps; be a member of the corps on the 1st of November; be passed by the Adjutant in Squad, Musketry, and Company drill; and perform such Drills and Ball Practice as may be from time to time laid down by the Regulations of the Service. He must be present at the annual Inspection, or obtain special leave in writing to be absent from it, which will only be granted by the Commanding Officer to those who can show good cause for such an indulgence. Applications for leave must be made in proper Form [*Appendix E*]. In case of leave being obtained, two *extra drills* must be performed. No Volunteer

is to be returned as "absent with leave," unless an application, recommended by the Officer commanding his Company, has been handed to the Adjutant. Volunteers failing to earn the full amount of Grant, according to their rank, are required to pay a subscription under the Rules of the Corps.

Any Volunteer who, during the drill season, is prevented by ill-health from making himself efficient, must at once send a Medical Certificate, which it is desirable should be from one of the Regimental Medical Officers, to the Officer commanding his Company, who will, if he recommends the same, forward it to the Adjutant. No Medical Certificate as a plea for non-efficiency will be admitted after the close of the Volunteer year.

Volunteers residing during the Drill season away from Head-Quarters, may be attached for Drill purposes to another corps; applications for this purpose must be made in writing through Officers commanding Companies, and must have their recommendation.

No transfer from one company to another will be made until the recommendation has been obtained of the Officers commanding the Companies *which the Volunteer wishes to leave and join.*

Recruits may be enrolled from January, when Recruit Drill will commence, till the end of April.

Before enrolling recruits, Officers must bear in mind that the Commanding Officer holds them personally responsible that all orders on the subject are scrupulously adhered to ; that they only enrol men who appear to be of good character, respectable, and in all respects likely to be a credit to the Regiment, and that they ask all the necessary questions (a list of which is pasted in the Enrolment Book), and in case of need, that they see the necessary papers. They must be especially careful when enrolling recruits for a Company other than their own. No one who has ever served in the First East York, is to be re-enrolled without the sanction of the Commanding Officer. Every Recruit is to have given to him a copy of the rules of the corps on joining, and the system as regards the payment of Entrance Fees and Subscriptions is to be explained to him. The Serjeant-Major, who is to have charge of the enrolment book, is held responsible that this is done.

No person is to be drilled until he is regularly enrolled, and all Regimental and other Regulations on the subject have been complied with.

FINES.—The Commanding Officer has power to inflict fines for misconduct while in uniform, or on duty at any time or place.

Volunteers reported for misconduct [*Appendix F*] are to be brought before the Commanding Officer on a written crime specifying its nature; it is to be investigated by him in the presence of the accused, the Officer commanding his Company, the Adjutant and Serjeant-Major. The charge should be made within three days of the date of the alleged offence, and the same will be investigated by the Commanding Officer, if practicable, within fourteen days of the date of his receiving such Report.

Volunteers under Report for misconduct, are not to be allowed to attend Parades until the same have been disposed of. A Volunteer suspended, or a man who has been dismissed the corps, is not to be admitted to the Barracks, unless they are let for purposes unconnected with the Regiment.

CORRESPONDENCE.—All official correspondence from Officers connected with their military duties, is to be addressed to the "Officer commanding," and sent to the Orderly Room. Private communications for the Officer commanding should

be addressed to him by name, or be marked private or confidential. When replying to a communication signed "by order" by the Adjutant, they must bear in mind that they are virtually addressing the Commanding Officer. Volunteers must send all applications for leave, transfers, attachment to other corps for Drill purposes, written complaints, or any other communications connected with their duties to the Officers commanding their different Companies, who will forward them, with any remarks they may have to make, to the Adjutant, for submission to the Commanding Officer. This rule, however, does not apply to notices of resignation, which are to be addressed direct to the Adjutant.

ARMS.—The Arms are the property of the Public. A roll of the members of the Corps, with the number of the rifle allotted to each, is to be posted in the armoury ; Volunteers are not to loiter in the armoury, and must enter and leave it by the proper doors. No rifle is to be issued for private use or class firing, unless the member to whom it is allotted has been passed in preliminary Musketry Drill, and none are to be retained in private custody for a longer period than forty-eight hours, except under permission signed by the Commanding Officer, or by his order. This

privilege will only be accorded to first-class shots who have been twice efficient, and are recommended by their Captains. Rank and file having this indulgence, must invariably bring them to all parades they attend. Not more than eight permissions per Company will be granted.

Volunteers are cautioned that tampering with Government arms is a serious breach of discipline, and any one guilty of it will be liable to dismissal.

RANGE REGULATIONS.—Regulations for the conduct of the Ranges, will be made from time to time as occasion requires. No private practice is to take place unless an Officer or Non-Commissioned Officer of the Regiment is present, who will be held responsible for the due observance of all Orders and Regulations, more especially that no one loads or full cocks until he is in the proper position, and ready to fire. The practice of full-cocking when extracting the cartridge case is strictly prohibited. After firing, arms are to be inspected.

SECTION XII.

CAMP DUTIES.

For the duties of the Captain and Subaltern of the Day, see the Reports of those Officers in the Appendix.

1.—Volunteers are not to leave or enter the Camp otherwise than by the Quarter or Rear
D

ther documents for submission to the Commanding Officer, must be written in ink or indelible pencil, and be handed into the Orderly Room before the Quarter Bugle for office soundings.

cases of real emergency, if the Officer commanding is absent the Senior Officer in command may sign a pass reporting to the Adjutant. Strangers coming in between 10.30 p.m. and 1.0 a.m. without passes, who may be permitted to their tents, are tent prisoners until released by the Commanding Officer, but prisoners of war fall in on all parades, though not on duty for other duty. No one but the Commanding Officer can give leave from parade. Officers on duty are excused the early morning parade but are not available for duty. One rain

cused the after breakfast Parade, and may leave the Camp by the *Quarter Guard* (where a list of them is to be sent), but must be back by the dinner hour, or if witnesses at office hour. Non-Commissioned Officers warned for Guard are not to exchange duties without the permission of the Adjutant, privates without that of the Officer commanding their Company.

Orderlies fall in on all Parades, and must remain in Camp. Regimental Orderlies, who for urgent reasons wish for permission to exchange their duties, *must apply to the Adjutant or Serjeant-Major*, Company Orderlies to Officers commanding Companies. The Sick excused Parade are to go into Hospital, where the Orderly men of their tents are to take their meals, unless special diet is ordered. They will not be allowed to smoke nor have any beer, unless specially ordered by the Medical Officer. As soon as Companies fall in on Parade, the Officer in command will tell off Guides and Markers, and see that the Orderly-Serjeant *immediately counts* the number of file, etc., prepares the State, and, after it is signed, sends the Left Marker with it to the Serjeant-Major. The Orderly Serjeant will then call the roll, after which the senior Subaltern will

size the Company, fix bayonets, open the ranks, and hand it over to the Captain for inspection; when it has been ordered, the blank will then be issued, but not untied. When the "March up" sounds, the Company will be marched to the Regimental Parade *in file, without any numbering*, and there await orders to tell off and prove.

2.—The REGIMENTAL ORDERLY SERJEANT will report himself to the Captain of the Day to receive his orders. He will ascertain at what hours he will be required to accompany the Captain of the Day. He will report every irregularity which he cannot repress, to the Captain of the Day, or, in his absence, to the Subaltern. Half-an-hour after reveille sounding, he will go round the Camp and see that the curtains of the men's tents are rolled up. On the ration bugle being sounded, he will parade the Orderly Corporals and Tent Orderlies in fatigue dress, reporting to the Subaltern of the Day. He will parade the Company Orderly Corporals and Tent Orderlies with the meals for the men on guard at the regular hours, and report to the Subaltern of the Day, who will march them off. He is responsible that all orders are shown to the Commanding Officer, Field and Staff Officers, as soon as they are issued. On the last post sounding, he will

"fall in" on the left of the Orderlies. When "lights out" sounds, he will accompany the Subaltern of the Day to ascertain that all lights and fires are extinguished. He will call for the Subaltern's report the following morning, and take it to the Captain (who will initial it), from whom he will receive both reports, and take them to the Orderly tent. It is the duty of the Regimental Orderly Serjeant to cause all unauthorised persons to leave the Camp. Defaulters confined to Camp are to report themselves to the Regimental Orderly Serjeant every hour that they are not on duty until first post.

3.—The REGIMENTAL ORDERLY CORPORAL reports himself to the Regimental Orderly Serjeant at reveille, and to the Subaltern of the Day when the ration bugle goes. He will assist the Regimental Orderly Serjeant, to whom he will report all irregularities. He accompanies the Subaltern of the Day. He is to obtain and take the Surgeon's Sick Report to the Orderly tent, before the quarter bugle for office sounds, and inform the Orderly Serjeants of Companies what men he has marched into Hospital. He accompanies the Medical Officer to the Hospital at retreat, and afterwards informs Orderly Serjeants if any sick

have been discharged. He falls in with the Orderlies at last post.

4.—COMPANY ORDERLY SERJEANTS, half-an-hour after reveille sounding, will go round the tents of their Companies, and see that all the men have risen and folded up their bedding neatly ; also that the tents are properly cleaned and the curtains rolled up. They will accompany the Orderly Officers round the tents, ascertain what men of their Companies came in without passes after Tattoo the previous night, whether any are still absent, and the crimes of those confined ; make out the crimes, reports, applications for passes, &c., and hand them into the Orderly Tent before the quarter bugle for office sounds, when they must parade their defaulters, witnesses, &c., properly dressed : write out all Regimental Orders, affixing their names thereto, communicate them to their Companies, and hand their Order Books to their Orderly Corporals, who will show them to their Company Officers and Colour Serjeant ; they will insert in their memorandum books the daily detail of the Non-Commissioned Officers and men for duty, and show them to their Colour Serjeants ; they will keep a Company's duty roster, and personally warn those for

duty as soon as possible after the orders are issued; they will parade and inspect all men for duty, and are responsible that no exchange of duty is permitted without proper authority; they will prepare States. Immediately on last post of Tattoo sounding, accompanied by their Orderly Corporals, they will ascertain whether all are present, and attend to answer for the Company with absentee report. They will report every irregularity to their Colour Serjeants, who are responsible to their Captains that the duties of the Company are correctly carried out. They will hand over their order books, duty rosters, and other documents to the Serjeants who are to relieve them the following morning. They are to see that no refuse is thrown between the tents of their own or into other lines.

5.—COMPANY ORDERLY CORPORALS will assist their Company Orderly Serjeants, from whom they will receive instructions and to whom they will report irregularities. On the ration bugle sounding, they will parade the Tent Orderlies of their Companies, march them to the place of issue, and see that the messes receive their proper allowances. On the sick call sounding, they will parade the sick and hand them over to the

Regimental Orderly Corporal, and wait to learn whether they are sent to Hospital. They will see that the Tent Orderlies take blankets, etc., to their comrades on guard or in confinement. They will show all orders to their Company Officers and Colour Serjeants as soon as issued. Immediately after the orders are issued, they will obtain the ration returns for the following day from their Colour Serjeants, and hand them to the Quartermaster Serjeant. They will accompany their Serjeants at Roll Call.

6.—TENT ORDERLIES will be warned daily for each tent by the Non-Commissioned Officer in charge. Immediately after reveille sounding they will roll up the curtains and clean their tents. On the ration bugle sounding they will parade and be regularly marched to the place of issue by their Orderly Corporals. As no complaint can be attended to after the rations are once issued, they will respectfully state their complaints (if any) previous to leaving the place of issue. They will carry the messes to the tents and divide them properly. After each meal they will regulate the tents, clean and arrange the mess utensils. They will have charge of everything in their respective tents, and prevent any man from meddling with the property of another. They will *keep their lines clean,*

Calls to be sounded unless otherwise ordered.

- 5·30 Reveille.
 - 5·45 Dress for Parade.
 - 6·0 Sick Call.
 - 6·15 Fall in.
 - 7·45 Rations.
 - 8·0 Breakfast.
 - 8·30 Dress for Guard.
 - 9·0 Guard Mounting.
 - 9·30 Dress for Parade.
 - 10·0 Fall in.
Quarter Office.
Office, Orders.
 - 12·45 Rations.
 - 1·0 Dinner.
 - 2·0 Dress for Parade.
 - 2·15 Staff Parade.
 - 2·30 Fall in.
 - 5·15 Rations.
 - 5·30 Tea.
Officers' Mess, 1st Bugle.
Officers' Mess.
 - 8·0 Retreat.
 - 10·0 First Post Tattoo.
 - 10·30 Last Post Tattoo.
 - 11·0 Lights Out.
-

Appendix A.
To the Officer Commanding
1st EAST YORK R.V.C.
.....18

Sir,
I have the honour to request leave of absence
from the.....
to the.....
on account of.....
My address will be.....
.....

I have the honour to be, Sir,
Your obedient Servant,
.....

1st East York R.V.C.
Recommended
.....

Commanding.....Company, 1st East York R.V.C.
Approved
.....

Commanding 1st East York R.V.C.

NOTE.—If Commanding a Company the applicant will strike out the recommendation, and give the name of the Subaltern who will take charge of his Company: when practicable a Subaltern of the Company is to be selected. When an Officer re-joins he will report himself personally or in writing to the Adjutant for the information of the Commanding Officer, and at once make himself acquainted with all orders, &c., issued during his absence.

Appendix B.

ORDERLY OFFICER'S REPORT.

Londesborough Barracks,

Hull,.....18.....

Sir,

I have the honour to report that I was on duty as Orderly Officer for the week ending Saturday, the.....

I was at the Barracks on

Monday	from	to	p.m.
Tuesday	„	„	„
Wednesday	„	„	„
Thursday	„	„	„
Friday	„	„	„

On all occasions the drills were properly conducted, and everything was regular (*or otherwise*), and I have nothing further to report.

I have the honour to be, Sir,

Your obedient servant,

.....

1st East York R.V.C.

To the Officer Commanding

1st East York R.V.C.

NOTE.—If on any occasion the duty was taken by another Officer, state his name and enclose his report.

Appendix C.

1st East York R. V. C.—Sick Certificate.

Regimental No.	RANK.	NAME.	COMPANY.

HULL,.....18.....

I hereby certify that the above-named is suffering from.....

and that in my opinion he will not be fit for duty for.....

To the Officer Commanding

1st East York R. V. C.

Medical Officer 1st East York R. V. C.

Appendix D.

NOTICE OF RESIGNATION.

(Address.)

.....

.....18.....

Sir,

I beg to submit this, my notice of resignation as a member of the 1st East York Rifle Volunteer Corps, for the approval of the Commanding Officer, and to request that the same may be accepted on the expiration of the legal period.

I have the honour to be, Sir,

Your obedient Servant,

(Name)

(Rank)

(Company)

To the Adjutant,

1st East York R.V.C.

Appendix E.
APPLICATION FOR LEAVE FROM THE
INSPECTION.

.....18.....

Sir,

I have the honour to request you will submit, for the favorable consideration of the Commanding Officer, this my application for leave of absence from the Annual Inspection Parade on the on account of

.....

I have the honour to be, Sir,
Your obedient Servant,

.....

1st East York R.V.C.

To.....

Commanding.....Company.

Recommended

.....

Commanding.....Company.

If Sick, to be accompanied by a Medical Certificate, if possible, from one of the Regimental Medical Officers.

Appendix F.

CRIME.

..... Company.

Regimental No.....

PLACE.	DATE.	OFFENCE.

Witnesses—

.....
Commanding..... Company.

Appendix G.

1st East York R.V.C.

CAPTAIN OF THE DAY'S REPORT.

Camp,.....18

The Subaltern of the day reported himself to me when I appointed the hours at which he should visit the rear guard.

I visited the tents occupied by.....Companies at the breakfast hour,.....Companies at the dinner hour, and.....Companies at tea. The tents were.....arranged and there were.....complaints.

I visited the Regimental Guards and Sentries by day and by night, and found them.....

I questioned the prisoners, and they made.....complaints.

I visited the Hospital and found it.....

I enclose the report of the Subaltern of the Day, which I have examined. The duties of the regiment appear to me to have been.....conducted, and I have nothing further to report.

.....
Captain, 1st East York R.V.C.

*To the Officer Commanding,
1st East York R.V.C.*

N.B.—The above Report is to be altered where necessary, and any Remarks, Complaints, Omissions, or Explanations, to be noted on the back.

Appendix H.

1st EAST YORK R.V.C.

Subaltern of the Day's Report.

Camp,.....18.....

BREAKFAST.

*At.....a.m. I inspected the Breakfast, which was.....
..... and saw it issued. The Orderlies made
..... complaints. I paraded and marched off
the Orderlies with the Guards' and Prisoners'
breakfasts.*

*At.....a.m. I visited the Breakfast Messes of.....
Companies. The Tents were in order,
bedding, arms, and accoutrements uniformly arranged
according to order. There were complaints.*

ORDERS.

*At.....a.m. I reported myself to the Captain of the
Day, and was directed by him to visit the Rear
Guard at o'clock by day, and at
o'clock by night.*

GUARD.

*At.....a.m. I inspected the Rear Guard on dis-
mounting, and dismissed it.*

DINNER.

*At.....o'clock I inspected the Dinner, which was.....
and saw it issued. The Orderlies made.....
complaints. I paraded the Orderlies with the
Guards' and Prisoners' Dinners and marched them off.
At.....o'clock I visited the men of.....Companies
at Dinner. The tents were in.....order and
.....arranged. The men were.....dressed,
and made.....complaints.*

Appendix H.—Continued.

TEA.

*At.....p.m. I inspected the Tea, which was.....
and saw it issued. The Orderlies made.....
complaints. I paraded and marched off the
Orderlies with the Guards' and Prisoners' Teas.*

*At.....p.m. I visited the Tents of.....Companies
at Tea. The Tents were in.....order, and
there were.....complaints.*

RETREAT.

*At.....p.m. I visited the Kitchen. The Fires were
.....and the Cooking Utensils.....*

TATTOO.

*At.....p.m. I collected the Reports. Absentees are
named on the back hereof.*

*At.....p.m. accompanied by the Regimental Orderly
Sergeant, I saw lights out.*

GUARDS.

*At.....o'clock by day and...o'clock by night I visited the
Rear Guard and its Sentries and found all.....
I attended all Parades and did not quit the Camp.
I was accompanied in my duties by the Regimental
Orderly Corporal.*

*I declare that I yesterday performed all the foregoing
duties as I have specified, and, beyond what is
detailed on the back, have nothing further to
report.*

.....
*Lieutenant 1st East York R.V.O.,
Subaltern of the Day.*

To Captain.....

Appendix K.
INSTRUCTIONS FOR CLEANING
UNIFORM, &c.

Never fold the Tunic when wet. After wearing it turn the sleeves inside out until dry, turning them the proper way before folding; fold the sleeves in two, wrist to the collar, breast on the sleeves, and end of skirt to collar; be careful not to let it crease.

Buttons are easily cleaned by a brush and a little whiting, mixed with soap and water; take care not to use the brush for any other purpose. When dirt is seen to clog on the buttons it is a proof that the brush needs washing.

To clean the scarlet great care must be taken. 1st. To dust the Tunic well. 2nd. If an ordinary soil of the hands or slight grease spot it can be removed by rubbing a little *dry* pipeclay on it, and dusting it well out. 3rd. If a heavy grease spot, some *wet* pipeclay must be put on, covered by a piece of soft brown paper, and a warm flat iron on it; if not removed repeat once or twice; if not then removed a little salts of sorrel must be applied in the following manner:—1st. Dissolve the salts in about the proportion of $\frac{1}{2}$ oz. to a pint of water, then saturate the cloth with lukewarm water, and with a stiff brush apply the salts and *lukewarm water* alternately until the stain is

Appendix K.—Continued.

removed, *always commencing with the water*, then hang in the sun or wind to dry, *but not near the fire*.

Facings are cleaned by rubbing dry pipeclay into them, and then dusting out; grease may be removed in the same manner as from scarlet.

Marks made by the guard brass can be removed by rubbing *dry pipeclay* in, and when they do not occur in wet weather may be sometimes removed with soap and water; but the remedy named for scarlet will always remove them.

N.B.—Great care must be taken in using the above or it will turn the scarlet the colour of saffron.

TO MIX PIPECLAY FOR BUFF BELTS, &c.

Get a wooden or zinc box, or a pot, break the pipeclay small, put it into the box, add about a quarter of an ounce of washing blue to every pound of pipeclay, add water, and take care that the box has always got water in it, as the longer it is under water the better it is. Always keep it covered and free from dust.

When pipeclaying new belts, the pipeclay must not be put on thick, or it will crack them, but a few thin coats will soon bring them to the desired colour.

It will be found a good plan to rub *new buff* with a bit of pumice stone before pipeclaying.

Never put them before the fire to dry.

Appendix L.
RULES FOR THE SERJEANTS' MESS.

1.—There shall be a President, Vice-President, Secretary, and Treasurer, who together with Six Serjeants, shall constitute the Management Committee, five to form a quorum.

2.—The Serjeants shall meet on the second Tuesday in each month, to receive any report of the Committee, and pass such resolutions and transact all such other business as may be deemed advisable.

3.—The President, Vice-President, Secretary, Treasurer, and Committee, shall be elected every twelve months, and should any vacancy occur in the interim, a Special Meeting shall be convened, and the said vacancy filled up. All Officers to be elected by ballot.

4.—The Chairman of any Meeting shall have discretionary power to stop all games or amusements for the better conducting of business.

5.—An Entrance Fee of Five Shillings shall be paid by all Serjeants.

6.—Each Serjeant shall be allowed to introduce Two Friends at any time (except on Tuesday evenings) not set apart for business, but no person shall be introduced more than twice in one week.

7.—No member of the Regular or Auxiliary Forces *below the rank of Lance-Serjeant* to be allowed to *enter the room in uniform.*

Appendix L.—Continued.

8.—The Room to be closed every night at 11 p.m., and no fresh game be to commenced within fifteen minutes of the time for closing.

9.—On Battalion Parades the room shall be closed during parade.

10.—On Company Parades the Serjeants and other Volunteers belonging to those Companies which are at drill, shall not be allowed to play until after the Parade is dismissed.

11.—The Senior Serjeant present shall have power to enforce, and shall be held responsible for the due fulfilment of the Rules and Bye-Laws.

12.—The Funds of the Mess shall be devoted to such purposes as the Serjeants by any special resolution may see fit.

13.—Each Serjeant using a Locker shall pay Ten Shillings for the use of the same on taking possession of the key, and if he ceases to be a Serjeant within four Volunteer years, the sum of 2s. 6d. shall be returned for each unexpired year of the four.

14.—Serjeants desirous of borrowing any of the Books or Papers belonging to the Mess shall be allowed the use of the same for a space not exceeding three days, but not more than one book and one paper at the same time. A Book (to be called the Library Book) shall be kept in the room, in which entries shall be made of all papers and books

Appendix L.—*Continued.*

borrowed ; such entries to be made at the time when taken, and verified by the signature of a Senior Serjeant. The return of all Books and Papers shall be entered and verified in the like manner.

15.—The above Rules shall not be altered or rescinded, and no new ones shall be made without notice thereof being given to the Secretary, who, on receipt of a requisition signed by three Members shall summon a Special Meeting to consider the same, giving each Member not less than seven days' notice thereof, such notice to be through Regimental Orders or by Post Card, as the occasion may require.

16.—These Rules, and any alteration in or addition thereto, will not be valid until approved by the Commanding Officer.

BYE-LAWS.

1.—The Charges for the use of the Billiard Table to Serjeants and Honorary Members who have paid the Entrance Fee, shall be :—

Billiards (50 up)	3d.
Do. 4 players (75 up)	6d.
Pyramids	3d.
Strangers playing to be charged double the above rates.		
Pool	One-third the Pool.
Shell Out	1d. per Player.

Appendix L.—Continued.

2.—A Book shall be kept in the Room, in which all games played shall be entered at the conclusion thereof, the money to be handed to the Treasurer not later than the 2nd Tuesday in the following month, who shall place his initials and a tick against the amount paid.

3.—Any one damaging the Billiard Table, Cues, or other property in the room, shall pay the amount of such damage.

4.—Dogs shall not be allowed in the Room.

5.—Sitting on the Billiard Table, and throwing coin on the cloth of the same is strictly prohibited.

Approved,

LL. W. LONGSTAFF,
Lt.-Colonel Commanding,
1st East York R. V. C.

LONDESBOROUGH BARRACKS,
HULL, 20th June, 1878.















